**VILLAGE OF CENTERTOWN**

**BOARD OF TRUSTEES REGULAR MEETING**

**January 28, 2020**

The regular meeting of the Board of Trustees of Centertown, Missouri, was called to order at 6:30 p.m. on Tuesday, January 28, 2020, by Chairman Brown, in the Village Hall at 1227 Broadway. On roll call, the following members were present:

Adam Brown

Celine Whitaker

Heather Hunger

Paula Hinshaw

Sherry Kempf

Trustee Hinshaw made a motion to accept the tentative agenda as published; Trustee Hunger seconded, and carried on roll call vote to approve

AYES: 5 – Brown, Whitaker, Hunger, Hinshaw, Kempf

Chairman Brown asked if there were any comments or questions from residents. There were none.

Minutes – December 9, 2019 Closed Meeting – Minutes were provided to board members prior to meeting. Chairman Pro Tem Whitaker made a motion to accept minutes as written. Trustee Hinshaw seconded and carried on roll call vote to approve.

AYES: 5 – Brown, Whitaker, Hunger, Hinshaw, Kempf

Minutes – December 30, 2019 Regular Meeting - Minutes were provided to board members prior to meeting. Chairman Pro Tem Whitaker made a motion to accept minutes as written. Trustee Hinshaw seconded and carried on roll call vote to approve.

AYES: 3 – Brown, Whitaker, Hinshaw

ABSTAIN: 2 – Hunger, Kempf

Minutes – January 7, 2020 Special Meeting – Minutes were provided to board members prior to meeting. Chairman Pro Tem Whitaker made a motion to accept minutes as written. Trustee Hunger seconded and carried on roll call vote to approve.

AYES: 5 – Brown, Whitaker, Hunger, Hinshaw, Kempf

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FINANCIAL REPORT:

December 2019 bank reconciliations for all accounts were provided Board Members and public in attendance. Total of all accounts: $758,632.61. There is a $ .01 difference in the water account. Bank shows $.01 more than the check register. Chairman Brown made a motion to add the $.01 to the Waterworks account to bring into balance, Trustee Kempf seconded and carried on roll call vote to approve.

AYES: 5 – Brown, Whitaker, Hunger, Hinshaw, Kempf

VILLAGE CLERK REPORT:

Provided debit card/online transaction spreadsheet to Board Members and public in attendance. Total expenditures: $ 2,284.86. Includes Federal and State Quarterly Taxes and approximately $600 for road salt.

There were no water shut offs on January 2nd. Provided a current printout of aged receivables to Board Members. 12 past due notifications were sent out last week. Two customers have since paid their account. Emails were also sent to those customers that have an email address on file. Shut off after 9 a.m. on February 4th.

Meter Reader had an incident at Centertown Leisure (one occurred in November, second in January). Reported to Centertown Leisure. Instructed to call police if an incident with resident should occur again.

Stop/Street Sign at Oak and Main replaced. Stop sign at West Railroad and Marion replaced.

Notified AmerenUE of street light 0002 is all but out. Will replace in next ten days.

Checked with Cole County Clerk and verified receipt of sample ballot. Will check in periodically to see if anyone has registered as a write-in candidate. Closing date is March 27th.

Federal, State Quarterly taxes filed and paid. Quarterly Workmen’s Compensation filed.

Annual Federal W2s and 1099s mailed out last week to recipients. Documents filed with IRS, SSA, and State of Missouri.

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Snow Plow was taken in to Putnam Chevrolet last week for a battery issue. Battery was still under warranty. Putnam Chevrolet replaced one battery and rewired the batteries to decrease drain.

Received a Sunshine Law Request from American Transparency for employee’s annual wages. Provided.

Chairman Brown and I have contacted a number of accounting firms for annual audit. Either the firms do not do audits or they are not taking customers with fiscal years ending in May. Waiting to hear from Graves & Associates.

Furnace in garage shed is in need of repairs again. Flames were coming out of the vent. As a safety precaution, the furnace has been turned off. Using block heater on diesel truck.

Bartlett & West Water Systems Improvement and Stormwater Improvement Monthly Progress Reports provided to Board Members.

OLD BUSINESS:

MAINTENANCE SHED REPAIRS: Board discussed possible repair or replacement of garage shed furnace. Water is currently shut off due to a leak. Trustee Kempf made a motion to leave furnace unrepaired at this time, seconded by Trustee Hunger, and passed on roll call vote.

AYES: 5 – Brown, Whitaker, Hunger, Hinshaw, Kempf

STORMWATER IMPROVEMENTS – UPDATE/REQUEST FOR BIDS: Gary Davis, Bartlett & West Engineer, reviewed the proposed advertisement for bids for the Centertown Stormwater Improvements. Recommended advertising in the News Tribune for thirty plus days and close March 11th at 2:00 p.m. at the office of Bartlett and West. Trustee Hunger made a motion to advise for bids as presented by Bartlett & West, seconded by Trustee Kempf and passed on roll call vote.

AYES: 5 – Brown, Whitaker, Hunger, Hinshaw, Kempf

Advertisement for Bid will also be posted to Centertown webpage, <http://centertownmo.org>, under public notices.

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WATER TOWER PROJECT – UPDATE/REQUEST FOR QUALIFICATIONS: Mr. Davis reviewed the Water System Improvements Monthly Update. There have been a few delays in the process but moving forward. Mr. Davis wanted to ensure the board was aware the current design process is based on proposed land acquisition. Quicker purchase, quicker invite to CDBG. Part of the design process requires geotechnical engineering services. This requires two 4” holes to be drilled for water tank site feasibility and foundation recommendations. DNR has specific requirements in the request for qualifications process. Trustee Hunger made a motion to allow Bartlett & West to procure request for qualifications for professional engineering services, seconded by Chairman Pro Tem Whitaker and passed on roll call vote.

AYES: 5 – Brown, Whitaker, Hunger, Hinshaw, Kempf

COMPREHENSIVE PLAN UPDATE: Chairman Brown briefed board members on the Village’s Comprehensive Plan. Provided board members a draft plan for review. Please email/text/call with any input. Chairman Brown will be attending a meeting on Friday, February 21st. The Comprehensive Plan covers land usage, zoning. Public meeting will be held once plan in place. This plan is the basis for grants, sidewalks, walking trails, etc.

CDGB SURVEY UPDATE: Chairman Brown briefed board members on the current status of the CDGB survey. The Village qualifies to submit application for over $600,000 in grant monies. Must be formally invited to apply for final approval. Requires an Ordinance/Resolution. Will need to hold a special meeting. Chairman Brown will post to Community Watch thanking the residents of Centertown for completing their survey.

NEW BUSINESS:

BILL NO. 0020-001 – VILLAGE BUDGET AMENDMENT: Chairman Pro Tem Whitaker made a motion for the first reading of Bill No. 0020-001, An Ordinance amending Ordinance 189, An Ordinance adopting a Village of Centertown Annual Budget for the Fiscal Year beginning June 1, 2019. Trustee Kempf seconded.

Chairman Brown read the bill title and asked if there was any discussion. There being no discussion, Chairman Pro Tem Whitaker made a motion for the second and final reading of Bill No. 0020-001, An Ordinance amending Ordinance 189, An Ordinance adopting a Village of

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Centertown Annual Budget for the Fiscal Year beginning June 1, 2019. Trustee Hunger seconded, and passed on roll call vote.

AYES: 5 – Brown, Whitaker, Hunger, Hinshaw, Kempf

The motion passes. Bill No. 0020-001 becomes Ordinance 194.

BILL NO. 0020-002 – WATERWORKS BUDGET AMENDMENT: Chairman Pro Tem Whitaker made a motion for the first reading of Bill No. 0020-002, An Ordinance amending Ordinance 190, An Ordinance adopting a Centertown Waterworks Annual Budget for the Fiscal Year beginning June 1, 2019. Trustee Hunger seconded.

Chairman Brown read the bill title and asked if there was any discussion. There being no discussion, Trustee Kempf made a motion for the second and final reading of Bill No. 0020-002, An Ordinance amending Ordinance 190, An Ordinance adopting An Ordinance adopting a Centertown Waterworks Annual Budget for the Fiscal Year beginning June 1, 2019. Trustee Hunger seconded.

AYES: 5 – Brown, Whitaker, Hunger, Hinshaw, Kempf

The motion passes. Bill No. 0020-002 becomes Ordinance 195.

RESOLUTION 01-2020 – MID-MO REGIONAL PLANNING COMMISSION: Chairman Pro Tem Whitaker made a motion for the reading of Resolution 01-2020, An Agreement between the Village and Mid-Mo Regional Planning Commission for Professional Administration Services. Trustee Hinshaw seconded. Following a brief discussion, a roll call vote was taken.

AYES: 5 – Brown, Whitaker, Hunger, Hinshaw, Kempf

Resolution 01-2020 passes.

RESOLUTION 02-2020 – AUTHORIZING THE FILING OF A NEW APPLICATION WITH THE MISSOURI DEPARTMENT OF NATURAL RESOURCES: Trustee Kempf made a motion for the reading of Resolution 02-2020, An authorization of the filing of a new application with the Missouri Department of Natural Resources, seconded by Chairman Pro Tem Whitaker.

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Chairman Brown explained to the board that DNR is requesting a second application in case the current application expires prior to loan closing. Current application expires September 30, 2020. A roll call vote was taken.

AYES: 5 – Brown, Whitaker, Hunger, Hinshaw, Kempf

Resolution 02-2020 passes.

A motion to pay bills was made by Chairman Pro Tem Whitaker, seconded by Trustee Hunger and carried on roll call vote.

AYES: 5 – Brown, Whitaker, Hunger, Hinshaw, Kempf

There being no further business, Trustee Kempf made a motion to adjourn, Chairman Pro Tem Whitaker seconded, and carried on roll call vote.

AYES: 5 – Brown, Whitaker, Hunger, Hinshaw, Kempf

Meeting was adjourned at 7:45 p.m.

Next regular meeting is February 25that 6:30 p.m.